



Surgical Technology Application & Information Packet

Program start: August and January

University of Providence
1301 20th Street South
Great Falls, MT 59405

Contact Information:
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Overview

This information packet provides prospective students with the application submission guidelines for the Associate of Applied Science Surgical Technology program at the University of Providence. Please read this application packet carefully. For your application to be considered, all steps must be completed. This includes submitting all required materials to the admissions office.

Surgical Technologists are important members of the operating room team who work closely with surgeons, surgical nurses, and anesthesia to ensure high-quality surgical patient care. Prior to the procedure, surgical technologists ensure proper instrument sterilization, prepare the operating room for surgery, gather all necessary supplies and equipment, and establish the sterile field. During the procedure, surgical technologists facilitate surgery by handling and passing instruments and supplies to the surgeon, aiding in retraction and visualization of operative anatomy, handling specimens, performing intraoperative and closing counts, and applying wound dressings.

Key Skills for Successful Surgical Technologists:

- Work quickly and accurately with great commitment to detail
- Ability to prioritize when in stressful and emergent situations
- Stable temperament to stay calm in stressful situations
- Good manual dexterity, good vision and hearing

Surgical technologists are typically employed in hospital operating rooms, outpatient surgery centers and/or central supply departments. Most surgical technologists work a 40-hour week but may also need to be available on weekends, evenings, holidays, or on-call.

The Surgical Technology program is a selective admission process and competitive entrance program. Applicants are screened according to cumulative GPA of their core course completion and a personal essay. Final applicants will be interviewed on the telephone by the program coordinator or director.

The Surgical Technology program is a full time, three semester program with new cohorts starting in Fall (August) and Spring (January) each year. During the course of the program, enrolled students will gain extensive hands-on training and acquire more than 500 hours of operating room experience in clinical settings.

Upon acceptance into the program, students are required to attend a one-day face-to-face orientation. Students are responsible for covering their own travel costs to and from the orientation.



Surgical Technology Application Checklist:

1. Complete an online **Undergraduate Application** at www.uprovidence.edu and select **Surgical Technology** as your major.
2. Complete the Surgical Technology Application Checklist: Student Course Self-Assessment (next page)
3. Supplemental Essay (upload to your application once your application has been submitted)
4. Order official high school transcript or GED completion to be sent to the University of Providence. The transcripts can be emailed electronically to the University or sent via mail:

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5. Order official college transcripts for every college attended (if applicable) to be sent to the University of Providence.
 - Students who have taken core classes at the University of Providence do not need to include a UP transcript.

Please Note: All Applicants must complete all outstanding core courses **prior** to applying to the Surgical Technology Program. Please refer to the Self-Assessment form to see if you qualify. Applicants who are interested in this program and who need to complete core courses will need to first apply by selecting **Pre-Surgical Technology** as their major.

Upon acceptance into the Surgical Technology program, the University of Providence will require each student to obtain a national background check at the student's expense. Although crimes committed (past and present) will not necessarily prevent you from entering the UP Surgical Technology program, certain crimes may prohibit you from being able to participate in clinical practicum at assigned healthcare facilities and/or acquire a registration to practice as a surgical technologist from the state of Washington.

Applicants will receive a link to CastleBranch, a third party vendor, where they will need to pay \$143 to complete the following required items:

- Background Check (must be completed prior to first day of class)
- Drug Screening (must be completed prior to first day of class)
- Immunizations (TB, PPD, MMRV, TDAP, HEP B). Must be in-progress by first day of class.
- Proof of CPR certification (must be completed prior to the first day of class)



Students accepted into the Surgical Technology program are required to have the following documents and to maintain them for the duration of enrollment in this program:

- American Heart Association BLS Provider card or Healthcare Provider (CPR) card
- Washington State 7-hour HIV/AIDS Bloodborne Pathogens training certificate

Surgical Technology Student Self-Assessment

Please complete the following self-assessment checklist. University of Providence (UP) courses are listed in the table below. Students may have completed courses at another college or university that may transfer or meet the Core requirements. Please identify the course name, number, college or university, and grade in the table below. Courses must have been completed with a minimum grade of 2.0.

Core Course	University of Providence Course Title	Course Name & Subject and Course Number	Name of College Completed At	Grade	Term Completed (i.e. Fall 16)
ENG 117	Writing Essays				
MTH 108	Elementary Statistics				
BIO 120	Human Form & Function I				
BIO 130	Human Form & Function II				
BIO 208	Microbiology				
BIO 107	Medical Terminology				
SHP 105	Professional Healthcare Ethics				

If you have questions about transferability of courses you have completed at a different institution, please contact Kelsey Hassinger at healthprograms@uprovidence.edu or 406-791-5221.

Program Acceptance Criteria The University of Providence Surgical Technology program utilizes two criteria to prioritize student applicants for entrance into the program. Those criteria include (A) Cumulative Grade Point Average (GPA) among core courses and (B) Personal Essay. Each of these criteria is outlined further below.

A. Cumulative Grade Point

The cumulative grade point for the core courses listed above will be calculated for the admissions process. **In order to be considered for the program, an applicant must have a cumulative GPA of a 3.0 or higher in the courses listed above.** A cumulative GPA is defined as the overall grade point average, which includes dividing the number of quality



points earned in all courses attempted by the total degree-credit hours in all courses attempted.

Letter grades (including those from transferring colleges or universities) will be assigned the following decimal scores according to campus policy:

A = 4.0 B = 3.0 C = 2.0 Anything lower will not be calculated

B. Personal Essay:

Please respond to the following two questions in one type written page. All essays will be assessed for content and grammar

- *Why are you interested in Surgical Technology?*
- *What impact do you hope to make in your community when you become a Surgical Technologist?*

C. Skype or Phone Interview

Each candidate will participate in a Skype or phone interview with the Program Director and/or Program Coordinator.

Estimated Surgical Technology Program Expenses 2018-2019

The following figures may be used as a general guideline to assist applicants in preparing for the cost associated with the UP Surgical Technology program. All stated costs are subject to change.

<u>Tuition per term with fees</u>		<u>PSJH Rate</u>	<u>General Rate</u>
Term 1	8 cr.	\$4,884	\$5,708
Term 2	8 cr.	\$5,131	\$5,955
Term 3	8 cr.	\$4,634	\$5,458
Term 4	6 cr.	\$3,538	\$4,156
Term 5	6 cr.	\$3,288	\$3,906
Term 6	5 cr.	\$2,740	\$3,255
Total		\$23,968	\$28,191

Additional Costs

Books	\$1,000
Scrubs	\$100
Shoes	\$100
Background Check	\$143
AST membership	\$45
Liability Insurance	\$30

Additional Costs:

- State registration fees are approximately \$70
- Immunization costs will vary depending on what shots are needed
- AHA BLS training and certification fees vary by training center
- Washington State HIV/AIDS Bloodborne Pathogens training which may be obtained from Biologix Solutions is \$35
- All students are encouraged to have accident/health insurance. A student injury and sickness plan is available to purchase online at www.summitamerica-ins.com.
- All students are required to have malpractice insurance.

Student Health Records Guidelines

Pregnant students should seek advice from their health care provider regarding their immunizations. A waiver may need to be signed. If a student is unable to receive one or more of the following immunizations, the program director must be contacted before the program begins.

Tuberculin (TB) Test	<p>Initial TB Requirements</p> <p>Initial TB testing must be completed within one year prior to clinical start date.</p> <p style="margin-left: 20px;">A. Documentation of two step PPD (skin) test with negative results OR</p> <p style="margin-left: 20px;">B. Documentation of IGRA (blood) test with negative results (either Quantiferon or T-Spot)</p> <p>If first time positive skin or blood test, follow up with a healthcare provider to obtain a medical clearance letter to include chest x-ray results. OR</p> <p>If chronic (>2) positive PPD skin or blood tests, provide documentation of two skin or one blood test readings, proof of chest x-ray documenting absence of TB, proof of medical treatment (if applicable) and TB questionnaire.</p> <p>Annual TB Requirements</p> <p style="margin-left: 20px;">A. If was first time positive the previous year, repeat the initial requirements, OR</p>
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	B. If chronic (>2) positive, a TB screening questionnaire must be filled out.
Hepatitis B	<p>A. Documentation of series of 3 vaccines completed at appropriate time intervals and post vaccination titer at 6-8 weeks after series completion.</p> <p>B. If negative titer showing no immunity after initial series, obtain vaccination #4 and re-titer after 6-8 weeks or obtain vaccination #4 - #6 and re-titer after 6-8 weeks. Please see your healthcare provider for recommendation. OR</p> <p>C. Provide documentation of positive titer (anti-HBs or HepB Sab) OR</p> <p>D. Known non-responder to vaccination must have signed documentation from healthcare provider showing immunity status.</p>
Measles, Mumps, Rubella (MMR)	<p>A. Documentation of 2 doses of measles, mumps, and rubella virus vaccine OR</p> <p>B. Provide proof of positive titer.</p> <p>Students born before 1957 must provide documentation of immunity (titer) and if no documentation is available, one dose of MMR is required.</p>
Varicella Vaccine (Chicken Pox)	<p>A. Documentation of 2 vaccinations OR</p> <p>B. Proof of a positive titer OR</p> <p>C. Documentation of diagnosis of disease by health care provider.</p>
Tetanus, Diphtheria & Pertussis Toxoids Combined (TDaP)	<p>A. Documentation of a TDaP required once.</p> <p>B. TD required every 10 years after TDaP.</p>
Influenza Season Flu Vaccine	<p>Provide proof of seasonal flu vaccination.</p> <p>Those students who are unable to receive the vaccine must fill out a waiver form and must follow their clinical facility's policy for wearing respiratory protection during influenza season. Students must provide proof of the current year immunization before entering any clinical facility.</p>